

**ALEXANDRIA TOWNSHIP COMMITTEE WORKSHOP MEETING  
MINUTES  
March 24, 2021**

**Members of the public who wish to participate in the meeting may do so by calling  
1-978-990-5000 followed by meeting number Access Code: 333891 at 6:00 PM.**

Individuals calling into this number will be able to fully participate in the meeting, including providing public comment. *A non-public dial in number will be used if executive session is required.*

In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9, 2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, the Township of Alexandria does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, the meeting of the Mayor and Committee will be held telephonically only. Notice of this meeting was published in the Democrat on January 7th. Notice was posted on the Municipal Office Front Doors and the Township website.

**Meeting Called to order at 6:01 PM.**

**ROLL CALL:**

**PRESENT:** Mayor Plumer, Committeeman Pfefferle, Committeeman Kiernan

**ABSENT:** None

**ALSO PRESENT:** CFO Rees, DPW Foreman Heiser

**FLAG SALUTE:**

Mayor Plumer led the flag salute

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

- Township Budget

CFO Rees provided budget documents prior to the meeting for Township Committee Review. CFO Rees advised that the budget as presented to the Township Committee would raise taxes \$17.77 for the year on a home assessed at \$400,000.00. The budget

has been prepared to provide sufficient funds for all departments to run efficiently. Surplus is used but it is regenerated yearly.

The Township will be receiving Covid-19 relief monies, but municipalities do not have a lot of information on how the funds will be able to be used. The State is working on guidelines. CFO Rees recommends moving forward with the budget as is without anticipating these monies. If the money does become available for the Township to use than a Chapter 159 resolution can be done.

CFO Rees recommends that the Township Committee introduce the budget for Wednesday, April 14<sup>th</sup> and have the budget adopted on May 12<sup>th</sup>. The auditors have reviewed the budget and have stated that the Township is in compliance.

DPW Foreman Heiser provided his budget for review. The DPW has requested a budget of \$420,000.00. CFO Rees noted that the DPW budget was increased due to overtime from the snowstorms this year and that he was able to include the DPW budget requested into this year's Township budget. Almost all the salt money has been used this year due to all the storms that impacted the Township. There is some capital money that was not cancelled from last year that can be used to offset some of this year's proposed road projects. DPW Foreman Heiser would like to hire two additional DPW employees; one to replace a mechanic position due to a retirement at the same rate of the current salary and to hire someone to oversee the park maintenance at a reduced salary. DPW Foreman Heiser is hoping to be able to utilize designated funds from Park/Rec-Open/Space to pay for this employee. CFO Rees noted that the Township will need to watch the money in that account since the tax collection rate for it has been reduced over the past 3 years to offset the budget and not knowing of future preservations for open space. Comm. Pfefferle asked for a full analysis of hours worked at the park to get the current workload done and to include reports from former DPW Foreman Griffith. Comm. Pfefferle would also like to further examine the DPW figures and see how the DPW expenditures can be fully funded for future budgets. CFO Rees has also increased the DPW equipment budget from \$50,000.00 to \$75,000.00 this year. Township Administrator/Clerk Bobrowski noted that the fleet of current DPW trucks are ailing and the new DPW truck ordered will not arrive until early next year. Some vehicle parts have become obsolete making it harder to make repairs on the current trucks. Budgeting \$50,000.00 each year will average the DPW to be able to purchase a new truck every 4 years at the current retail value of \$200,000.00. After an order is placed then the truck takes an additional year to have built and retrofitted before the DPW receives it. Increasing the budget for DPW equipment purchases will afford the DPW to make purchases every three years to better assist in the replacement of vehicles as needed and avoid additional delays. Previous budgets have had this line item fluctuate from as high as \$75,000.00 one year to as low as \$25,000.00 another year to accommodate proposed DPW budgets. Mayor Plumer would like to review the DPW inventory list again to evaluate the DPW equipment needs. DPW Foreman Heiser invited

the Township Committee to come to the DPW garage as well so he can show them the equipment in person to understand the needs.

CFO Rees will provide the Township Committee as requested with a five-year comparison of the previous budgets and what was spent each of those years for the next meeting.

Mayor Plumer would like to explore the possibility of providing a small percentage increase to the volunteer fire and rescue services that oversee the Township. A small increase of 3% was spread across for each last year. In prior years the Township has also provided equipment to these services in lieu of additional budgeted monies.

Another budget meeting will be scheduled remotely for Wednesday, April 7<sup>th</sup> at 6:00 PM.

**BILL LIST:**

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to approve the March 24, 2021 bill list.

**Roll Call: Aye: Plumer, Pfefferle, Kiernan**

**Nay: None**

**Abstain: None**

**Motion Carried**

**PUBLIC COMMENT ON GENERAL MATTERS:**

None

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to go into Executive Session. (7:19 PM )

**Roll Call: Aye: Plumer, Pfefferle, Kiernan**

**Nay: None**

**Abstain: None**

**Motion Carried**

**Open Public Meetings Act RESOLUTION- Executive Session**

**WHEREAS, N.J.S.A. 2:4-12, Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and**

**WHEREAS, this public body is of the opinion that such circumstances presently exist:**

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Alexandria, County of Hunterdon, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:

- ☐ A confidential or excluded matter under Federal or State Law or Court Rule.
- ☐ A matter involving information that may impair the Township's rights to receive funds from the United States Government.
- ☐ A matter constituting an unwarranted invasion of an individual's privacy rights.
- ☐ Collective Bargaining Agreement or negotiation of the Agreement.
- ☐ Matters involving the purchase, lease or acquisition of real property with public funds which it could adversely affect the public interest if discussion were disclosed.
- ☐ Tactics and techniques to protect the safety and property of the public, including investigations of violations or potential violations of the law.
- ☐ Pending or anticipated litigation or contract negotiations in which the public body is or may become a party.
- ☐ Matters falling within the attorney-client privilege.
- ☒ Personnel matters involving a specific employee or officer of the Township.  
**Department Review -Building/Zoning Department**

☐ Deliberations of the Township occurring after a public hearing that may result in the imposition of a specific penalty or suspension or loss of a license or permit.

3. It is anticipated at this time that the above matter will be made public: at the conclusion of the litigation and at such time as attorney client confidentiality is no longer needed to protect confidentiality and litigation strategy.
4. The executive session minutes will be placed on file in the township clerk's office and will be available to the public as provided for by New Jersey law.
5. This Resolution shall take effect immediately.

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Comm. Pfefferle made a motion, seconded by Comm. Kiernan to return to Public Session **(8:32 PM)**.

**Roll Call: Aye: Plumer, Kiernan, Pfefferle**

**Nay: None**

**Abstain: None**

**Motion Carried**

*Matters discussed in Executive Session:*

- Department Review-Building/Zoning Department  
Township Committee and Construction Official Farneski discussed the present and future operations of the Building/Zoning Department.

**MOTION TO ADJOURN**

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to adjourn at 8:32 PM.

**Roll Call: Aye: Plumer, Pfefferle, Kiernan**

**Nay: None**

**Abstain: None**

**Motion Carried**

Meeting Adjourned at 8:32 PM.

**Respectfully Submitted:**

**Michele Bobrowski, CMC/RMC**

**Township Clerk**

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of March 10, 2021 and certify that said Minutes were approved by the Township Committee on the 14<sup>th</sup> day of April 2021.

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Gabe Plumer, Mayor